

**Minutes of Board Meeting
February 13, 2013
10:00 A.M.**

Present

Trummie Patrick, Chairman
Lynda Coker *(via teleconference)*
Kelly Gay *(via teleconference)*
Virginia Galloway
Todd Cowan
Anthony Heath
Carolyn Roddy *(via teleconference)*
David Connell *(via teleconference)*
Jeff Wigington

Also present was Karla Dolby of the Attorney General's Office; and numerous DDS staff members.

Establish Quorum / Call to Order

Chairman Patrick confirmed the presence of a quorum and called the meeting to order at 10:03 A.M.

Chairman Patrick introduced the new Board member, Jeff Wigington, who was appointed by the Lt. Governor to replace Hunter Hill. Mr Wigington is the former Sheriff of Rockdale County and has been in law enforcement since 1977; and was Sheriff from 1997 until just recently. Mr. Patrick welcomed Sheriff Wigington to the Board.

Approval of Minutes

Chairman Patrick called for a motion regarding the minutes from the January 9, 2013 Board meeting.

Lynda Coker motioned to approve the minutes as presented; Kelly Gay seconded the motion with unanimous approval by the remaining Board members.

Commissioner's Report

Commissioner Mikell informed the Board that each quarter DDS recognizes some of the stellar employees by presenting them with the Stitch award. Colleagues or supervisors nominate these employees and a committee selects the winners. He reviewed the employees who received the award for the quarter ending January 31.

Mr. Mikell explained that a press event is planned for Monday, February 18 at 11:00 AM at the Vietnam Memorial in front of the Sloppy Floyd building to unveil the new Veteran marker on the driver's license. A flag will be displayed close to the top of the license and also the word Veteran will be spelled out in all capital letters in red ink toward the bottom. The Director of Veteran Affairs will be at the event as well as several veterans. He invited the Board to attend if their schedules allowed.

Alan Watson discussed the volume increase and the wait times at the Customer Service Centers (CSCs). He stated that June –August is usually the busiest time of year in the CSCs. In August there were 325,000 transactions. January –March are also historically busy months. In January there were 328,000 transactions and in the first 8 work days of February, there are already 124,000 transactions so it will also be a very busy month. He also stated that the contact center is equally as busy. On an average daily basis, the call center is averaging 500 more calls per day than in the past. Since January, there have been 4 days with approximately 10,000 calls. To assist some of the busiest CSCs, ten to twelve headquarters staff members are being sent out on Tuesdays and Fridays and help is also being provided to the Contact Center on busy days. Other things currently being done to assist the CSCs includes blocking of some road test reservations on Tuesdays; filling 24 vacant manager and assistant manager positions, as well as 10 full-time and 35 part-time positions in the CSCs; and 4 positions in the contact center.

Commissioner Mikell informed the Board that he has changed a small portion of the reporting structure and that Jennifer Ammons would present the initial rule change that represents the new organizational structure later in the meeting. Human Resources will now report to the Commissioner; Investigative Services will report to the Deputy Commissioner; the Business Analysis Division has been incorporated into the Project Management Office. Facilities Management will now report to Bob Griffin in Customer Service Support; and the Motorcycle Safety Compliance unit and the Commercial Driver's License (CDL) Compliance unit will now be in the Regulatory Compliance Division.

Mr. Mikell reminded the Board that there is no agency legislation pending this year however there are several bills being followed that would impact DDS: HB 40, SB 84, HB 88; HB 227; and SB 102.

Tom McMurry, Chief Information Officer, gave a brief review and demonstration of the new DDS website with its improved look and navigation features.

Rules for Initial Approval

Jennifer Ammons, General Counsel, reviewed the following rule changes for initial consideration: 375-1-1-.01 – Organization. Amended; 375-3-2-.01 – Expiration of License and Identification Card: When Licenses and Identification Cards May be Renewed. Revised; 375-5-

2-.28 – Minimum Requirements for Examiners. Amended; 375-5-6-.31 – Pending Charges Against Owners and Instructors.

Chairman Patrick asked if there were any questions and then called for a motion. Anthony Heath motioned to approve the initial rule changes as presented; Jeff Wigington seconded the motion with unanimous approval by the remaining Board members.

Petitions for Board Waiver

Ms. Jennifer Ammons, DDS General Counsel, reviewed the following petitions for waiver from Ga. Admin. Comp. Ch. 375-3-1-.02 – Documentation Required for Initial Issuance:

Charly D. Swier – She is a renewal customer who is unable to locate a copy of her birth certificate. In lieu of her birth certificate, the other documentation she has provided is: a copy of her father's birth certificate; her own baptism certificate; a court ordered name change; her school record from 4th grade; her high school diploma, a W-2 form from 2007; her Social Security card, her father's will where she is named co-executor; and an insurance bill. Ms. Ammons stated that it would be consistent with the Board's prior actions to approve the waiver.

Virginia Galloway motioned to approve the waiver; Anthony Heath seconded the motion with unanimous approval by the remaining Board members.

Willie Glass – He is 71 years old and is seeking a renewal of his identification card. His original ID card expired in 2011 and his driver's license has been suspended since 2001. He is unable to locate the whereabouts of his birth certificate and has provided a letter from Alabama Vital Records stating they are unable to find a birth certificate for him. He has also provided a numident record from Social Security; his Social Security and Medicare cards; and a propane gas bill. His driving record shows him as Willie Glass since Feb. 21, 1979. Ms. Ammons stated that it would be consistent with the Board's prior actions to approve the waiver.

Virginia Galloway motioned to approve the waiver; Lynda Coker seconded the motion with unanimous approval by the remaining Board members.

Belva McBride: She is 60 years old and seeking an identification card. Her original ID card expired in 2001. She has been unable to locate a copy of her birth certificate. In lieu of her birth certificate, the documents she has provided are: her lease agreement; a letter from the Social Security Administration; her Social Security and Medicaid cards; a power bill; documentation of her hip replacement surgery; school records; and an affidavit from her sister.

Anthony Heath motioned to approve the waiver; Virginia Galloway seconded the motion with unanimous approval by the remaining Board members.

Jill Rains – She moved to Georgia from Alabama and needs to transfer her driver's license; however, she is missing her first marriage license. She has provided her birth certificate; her Social Security card, her second marriage license; her military ID card; a utility bill; a bank statement; and her expired passport.

Virginia Galloway motioned to approve the waiver; Jeff Wigington seconded the motion with unanimous approval by the remaining Board members.

Ms. Ammons reviewed the following petitions for waiver from Ga. Admin. Comp. Ch. 375-3-1-.24 – Name on License or Identification Card. Amended:

Deborah Crane – She moved to Georgia from Kansas and has an undocumented childhood name change. Her birth certificate reflects the surname of her mother's husband at the time of her birth who is not her father. After her mother and birth father divorced their respective spouses, they became a family unit but never actually married, and both mother and daughter assumed his surname. Then some years later, she herself married. She has provided her birth certificate; her Social Security card showing her father's surname and her married name; her marriage certificate; her children's birth certificates; her divorce decree; a court ordered name change to Deborah Crane; her baptism and confirmation certificates; her high school diploma, her mother's birth and death certificates; her mother's divorce decree from the man listed as her father on her birth certificate; her Kansas driver's license; ID card from employer; a bank statement; and a W-2 form.

Virginia Galloway motioned to approve the waiver; Jeff Wigington seconded the motion with unanimous approval by the remaining Board members.

Willie Mae Mitchell – She is 70 years old and seeking an identification card. She is alleging an undocumented name change due to a common-law marriage. She has provided a copy of her birth certificate; her son's birth certificate from 1972; her Medicare Part D card; a letter from Social Security Administration and her Social Security card; and her son's Social Security card. Ms. Ammons stated that the Department's position on this petition is that other than her son's birth certificate, no other historical documentation such as school records, work records or tax records was provided showing her long term use of this name even after DDS wrote her requesting more documentation. No other documentation was provided and no reason was given as to why. Ms. Ammons stated that before the Department would feel comfortable recommending that the waiver be granted, there needs to be a better explanation as to why there is no more documentation.

Anthony Heath motioned to deny the request for waiver; Jeff Wigington seconded the motion. The motion to deny the petition for waiver was unanimous by the remaining Board members.

Robin Cruise – She moved to Georgia from Virginia and needs to transfer her driver's license. She has been unable to get a copy of her marriage license from New Jersey. She has her birth certificate; her divorce decree from that marriage; her Virginia driver's license and a temporary permit from the Virginia DMV; her Social Security card and a letter from the Social Security Administration; her mortgage statement; gas and electric bills; her tax return from 2011; a bank statement; a lease; and a W-2 form.

Virginia Galloway motioned to approve the waiver; David Connell seconded the motion with unanimous approval by the remaining Board members.

Ms. Ammons reviewed the following petition for waiver from Ga. Admin. Comp. Ch. 375-5-6-.15 – Intervention Component:

2nd Chance DUI & Defensive Driving School – Ms. Ammons stated that the Board approved a waiver back in March 2012 as one of the last ones granted with regard to the number of students for a DUI class to begin. The school wants to expand on the waiver the Board has already given them to have a class no matter how few or how many students they have. Given the negative feedback received from the curriculum provider with regard to that sort of change, the Department would not support the petition.

Anthony Heath motioned to deny the request for waiver; David Connell seconded the motion. The motion to deny the petition for waiver was unanimous by the remaining Board members.

Temporary Adjournment

Chairman Patrick called for a motion to temporarily adjourn the public meeting and go into closed Executive Session to discuss pending litigation. Mr. Patrick explained that the public meeting would be reconvened after the closed session is adjourned.

Virginia Galloway motioned to adjourn the public meeting and go into Executive Session; Jeff Wigington seconded the motion with unanimous approval by the remaining board members.

Call to Reconvene Public Meeting

Chairman Patrick called the meeting to order at 11:35 A.M. and asked for a motion to reconvene the public meeting.

Jeff Wigington motioned to reconvene; David Connell seconded the motion with unanimous approval by the remaining Board members.

Chairman Patrick stated for the record that the Executive Session was simply to discuss litigation issues and no Board action was needed. He reminded the Board that the next meeting is scheduled for Wednesday, March 13, 2013 at 10:00 A.M. Since there was no further business to discuss, he called for a motion to adjourn the meeting.

Virginia Galloway motioned to adjourn; Anthony Heath seconded the motion with unanimous approval by the remaining Board members.